

## Los Alamos National Laboratory Freely Distributable Incidental Software Release

The distribution of software developed at the Laboratory falls into one of two categories: 1) Freely Distributable Release (for incidental software only), and 2) Controlled Software Release. In order to determine which form of release is appropriate for the software you wish to distribute, please answer all of the questions below and follow the instructions included with this form. This form should be completed by the primary **author** (the individual who fixes the code in a tangible medium) of the software or the **software steward** (Laboratory employee who is responsible for managing the code).

<b>Name of Primary Author</b> _____ <b>Software Title</b> (include acronym if applicable): _____ <b>Software Version #:</b> _____ <b>Software Version Date:</b> _____
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	Yes	No
1) Have any portions of the code been authored by non-UC employees?		
2) Was the software approved for an LA-CC number? (please provide)		
3) Was the software developed under a Technology Transfer Agreement?		
4) Does the software contain encryption?		
5) Did the development of the software involve “ <b>significant</b> ” LANL resources?		
6) Does the software have any commercial potential outside of government use?		
7) Have any portions of the software been derived from pre-existing material [external contributions authored by someone other than the author(s) listed]? <i>Some examples include:</i> code obtained from the Internet, canned software systems, subcontracted work, etc. These can take the form of display screens, data formats, instruction formats, command formats, operator messages and interfaces, and pre-existing ICONs. <b>If the answer is "yes," please contact IBD/IPM at 665-7380.</b>		
8) Does the software control a process or a device? <b>If "yes," contact Laboratory Counsel (LC/BPL, 5-3112) to discuss whether or not the software may be patentable.</b>		
<b>Please indicate where your software will be located and how it is distributed:</b>   		

<b>Approval Signatures:</b>	
<b>Primary Author/Software Steward</b> _____	<b>Date</b> _____
<b>Primary Author's Line Manager</b> _____	<b>Date</b> _____

## Release Instructions for LANL-Developed Software

### GENERAL INFORMATION

If you answered "yes" to Question #1, contact the Intellectual Property Management team (5-7380) to determine ownership status before proceeding.

### CONTROLLED SOFTWARE RELEASE

If you answered "no" to Question #2 and "yes" to any of the remaining questions, this software must be distributed through a [Controlled Software Release](#).

### FREELY DISTRIBUTABLE SOFTWARE RELEASE

If you answered "yes" to Question #2 and "no" to all of the remaining questions, follow these steps prior to distributing the software.

- Step 1:** Sign this document where it says Primary Author/Software Steward in the Signature section.
- Step 2:** After obtaining the signature of the DUSA Reviewer, the line manager of the primary author or the software steward must sign this document certifying that this software is appropriate to be freely distributed.
- Step 3:** Incorporate the following notice in the source code and any documentation.

**This software and ancillary information (herein called "SOFTWARE") called \_\_\_\_\_ is made available under the terms described here. The SOFTWARE has been approved for release with associated LA-CC number \_\_\_\_\_.**

**Unless otherwise indicated, this SOFTWARE has been authored by an employee or employees of the University of California, operator of the Los Alamos National Laboratory under Contract No. W-7405-ENG-36 with the U.S. Department of Energy. The U.S. Government has rights to use, reproduce, and distribute this SOFTWARE. The public may copy, distribute, prepare derivative works and publicly display this SOFTWARE without charge, provided that this Notice and any statement of authorship are reproduced on all copies. Neither the Government nor the University makes any warranty, express or implied, or assumes any liability or responsibility for the use of this SOFTWARE.**

**If SOFTWARE is modified to produce derivative works, such modified SOFTWARE should be clearly marked, so as not to confuse it with the version available from LANL.**

- Step 4:** If you are not the only author of this software please attach the **supplemental sheet** with signatures from all authors who contributed.
- Step 5:** You have fulfilled all of the necessary requirements to freely distribute the software under the Freely Distributable Software Release Process (for incidental software only). Forward a copy of this completed and signed document to the Intellectual Property Management Team, Industrial Business Development Program Office, MS C334, and Classification, S-7, F674. If you have any questions regarding the distribution of software, call the IPM team at 5-7380.
- Step 6:** Maintain a copy of this document as well as an archived version of the code and a description of how the program will be released (i.e., Internet release or publication).

# Supplemental Sheet

# Freely Distributable Incidental Software Release Form

As a contributor to the software \_\_\_\_\_, I agree to freely distribute this software for unrestricted use.

Software Name

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Author's Name

Date \_\_\_\_\_

Author's Name

Date \_\_\_\_\_

Author's Name

Date \_\_\_\_\_

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Author's Name

Date \_\_\_\_\_

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